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Canada. Dept. of Public  
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Report  
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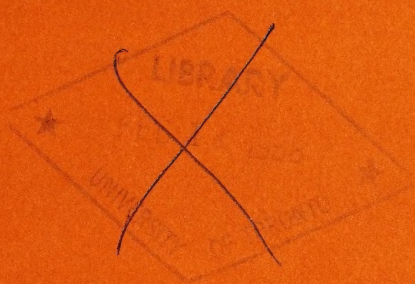
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# ANNUAL REPORT



OF THE

DEPARTMENT OF  
PUBLIC PRINTING  
AND STATIONERY

Government  
Publications

FOR THE FISCAL YEAR ENDED

MARCH 31, 1957





*Canada. Dept. of Public Printing and  
Stationery*



# (Annual) Report

(of the

Government  
Publications

## Department of Public Printing and Stationery)

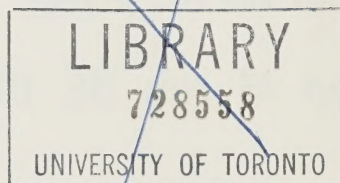
for the fiscal year

Ended March 31, 1957

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Edmond Cloutier, C.M.G., O.A., D.S.P.  
Queen's Printer and Controller of Stationery  
Ottawa, 1957

Government  
Publications



Price, 25 cents. Cat. No. SP1-57  
Available from the Queen's Printer  
Ottawa, Canada


*To His Excellency The Right Honourable Vincent Massey, C.H.,  
Governor General and Commander-in-Chief of Canada.*

SIR,—I have the honour to lay before Your Excellency the report of the Department of Public Printing and Stationery for the financial year ended March 31, 1957, during which the previous administration was in office.

Respectfully submitted,

ELLEN L. FAIRCLOUGH,  
*Secretary of State of Canada and Minister charged  
with the administration of the Department  
of Public Printing and Stationery.*

OTTAWA, 1957.



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## ANNUAL REPORT of the Queen's Printer and Controller of Stationery

THE HONOURABLE ELLEN L. FAIRCLOUGH, P.C., M.P.,  
Secretary of State of Canada and Minister in charge of the  
Department of Public Printing and Stationery.

MADAM:

I have the honour to report on the activities of the Department of Public Printing and Stationery as directed by Section 36, Chapter 226, of the Public Printing and Stationery Act, R.S. 1952.

Increases in work output during the year 1956-1957 are reported in a number of instances. There was, however, a slight decline in the number of impressions in the Letterpress Division due chiefly to a necessary re-adjustment period resulting from the move and installation of equipment in the new building. Lithographic impressions, on the other hand, have increased from 26,957,955 to 40,095,025 impressions in the main plant, and from 320,081,009 to 362,741,791 in the Printing Units of the Department in Ottawa and elsewhere.

The centralization of duplicating and printing facilities in departments under the jurisdiction of this Department initiated some ten years ago made little progress during the year. Nevertheless, it has been possible with the cooperation of departments to transfer to the less costly offset printing process millions of impressions that were produced on stencil duplicators in departments. This transfer was reflected in a reduction of \$203,117.94 in our purchases of duplicating stencil paper and inks for departments during the year. The cost of the materials required for the same volume of printing on offset presses size 10 × 15, amounts to only \$115,485.46.

Stamped envelopes printed on rotary envelope machines since September 1956, show an increase in production of 10,441,713 envelopes as compared with last year. The printing of separate patents increased by 3,527, including 12,590 printed pages, and 8,785 drawings. This substantial increase has been accomplished mostly by the effective use of Vari-type machines or "cold type" method of producing type.

The use of paper film instead of conventional base film has been tried in a number of instances and savings up to \$500 to one job have been realized. A pre make-ready machine which eliminates the greater part of cutting and patching to level up type form has also proved very efficient and reduced down time charged to press make ready.

The total cost of printing done in the Department was \$6,938,288 compared with \$6,640,569 last year, while orders placed with commercial firms amounted to \$5,926,472 as against \$5,587,884 last year.

A net loss of \$195,691, equivalent to 2.8% of inside printing sales is reported in the Printing Branch. Of this amount \$165,000 is due to a 5% increase in wages of tradesmen granted during the year. The Department also absorbed \$32,000 for incidental charges incurred during the move.

Stationery Branch operations show a profit of \$60,718 due to savings effected by the Department through bulk purchasing.

Sales of government publications to the general public increased by \$108,485 to reach a new high of \$460,940.

The coincidence of moving personnel, equipment and stocks to the new premises of the Department during the year along with the processing of an increased volume of work, has been a strong test of the staff's ability to work under stern conditions and the Department's effectiveness in its operations.

Respectfully submitted,

EDMOND CLOUTIER,

*Queen's Printer and Controller of Stationery.*



## PRODUCTION STATEMENTS

### 1—Printing Branch

(Main Plant)

The operations of the Printing Branch are summarized in the following tables:

#### PLANNING DIVISION

	1955-56	1956-57
Number of requisitions received for inside processing.....	13,399	17,267
Number of requisitions received for outside processing.....	4,468	4,438
Total.....	<u>17,867</u>	<u>21,705</u>
Number of instructions bags issued.....	16,272	15,877
Number of jobs in process at year's end.....	2,526	2,651

#### COMPOSING DIVISION

Linotype ems set.....	193,696,911	236,327,936
Monotype ems set.....	102,768,548	107,408,039
Monotype sorts cast.....	459,405 lbs	480,769 lbs

#### LETTERPRESS DIVISION

	IMPRESSIONS	
Large cylinder presses.....	32,453,403	32,474,528
Pony cylinder presses.....	11,978,449	9,025,660
Vertical presses.....	23,418,244	20,580,278
Rotary presses (envelopes).....	8,719,250	8,559,850
Platen presses.....	8,371,058	7,314,633
Heidelberg presses.....	3,305,531	3,692,305
Total.....	<u>88,245,935</u>	<u>81,647,254</u>

	EMBOSSING	
Letterheads, envelopes, cards.....	2,589,324	1,846,926
Grand Total.....	<u>90,835,259</u>	<u>83,494,180</u>

#### BUREAU OF STATISTICS

(Letterpress only)

Impressions.....	2,188,718	2,430,358
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#### Bindery Work

Sheets collated.....	959,330	1,071,409
Sheets folded.....	11,978,773	9,292,409
Sheets drilled.....	6,113,639	7,023,624
Sheets cut/trimmed.....	36,407,100	36,352,741
Book sections sewn.....	32,012	115,544
Pamphlets gathered/stitched.....	3,070,022	3,250,518

## DEPARTMENT OF PUBLIC PRINTING AND STATIONERY

## OFFSET DIVISION

Jobs handled during year.....	3,954	3,337
Number of pages printed.....	86,300	103,231
Plates made.....	14,252	23,624
Negatives made.....	85,539	124,890
Copies made.....	102,505,992	67,325,046

## IMPRESSIONS

*10" x 14" Multiliths.....	11,024,498	1,853,341
17" x 22" presses.....	5,720,020	9,473,319
21" x 28" presses.....	—	7,410,504
35" x 45" presses.....	—	7,508,948
22" x 34" presses.....	10,213,427	13,848,913
Total.....	26,957,945	40,095,025

## BINDERY DIVISION

	1955-56	1956-57
Inches of paper ruled.....	256,044,402	278,753,059
Sheets folded.....	36,051,581	32,570,681
Self-covered pamphlets.....	16,486,164	15,736,494
Publications trimmed (3-way cutter).....	5,628,217	4,149,359
Segs or book sections sewn.....	5,782,602	4,359,018
Pamphlets wired and covered.....	2,383,142	2,856,213
Pads made.....	426,455	1,489,328
Units stripped or taped.....	514,095	262,324
File folders and file covers.....	653,307	263,008
Sheets crimped.....	377,776	360,992
Sheets gummed.....	572,644	147,840
Cheques perforated—numbered and made-up in books.....	150,540	230,796
Cloth-back books bound.....	236,490	249,776
Units eyeletted.....	211,625	72,608
Book Sections oversewn.....	92,340	75,084
Wire-bound notebooks.....	194,413	116,525
Volumes and reports bound.....	66,460	33,205
Book cases.....	54,827	35,419
Blank books.....	82,042	65,058
Loose-leaf binders.....	12,509	14,411
Desk pads.....	15,233	4,678
Miscellaneous library books bound.....	6,460	9,261
Sheets drilled or perforated.....	56,799,887	48,391,537
Book pages numbered.....	1,603,933	287,594
Publications gathered, stitched or hand covered on Juengst machine.....	2,759,394	2,301,184
Publications gathered, stitched and trimmed on Sheridan machine.....	—	915,338
Total.....	387,206,538	393,750,790

## PATENT PRINTING DIVISION

*Patent Record*

Folios of copy.....	42,511	59,260
Pages made-up.....	8,197	10,539

*Separate Patents*

Folios of copy—set by teletype perforators.....	77,655	81,079
Folios of copy—set by linotype.....	73,605	131,195
Pages made-up for separate patent.....	42,129	61,357
Number of ems set—manually on linotype.....	126,211,527	155,050,777
Number of ems set—teletype tape.....	105,448,792	105,266,945

\*Reduced to one machine after move to new building.



PATENT PRINTING DIVISION—*Concluded**Trade Marks Journal*

Number of pages set, made-up, photographed and printed.....	673	848
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*Lithographic Section*

Plates made by Xerox Process.....	50,791	37,614
Plates printed on Multilith presses.....	113,178	101,964

*Impressions*

Separate patents, Multilith presses.....	4,665,787	6,988,669
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*Bindery Section*

Separate patents delivered.....	10,846	14,929
Text pages contained in above.....	45,964	30,169
Drawings contained in above.....	20,701	30,169

## VARI-TYPE SECTION

*Production Statistics*

Forms produced.....	685
Charts produced.....	143
Pages of book work.....	990

*Card-riter and Photo-list Unit:*

Cards set on Card-riter machines—123,025
Cards processed on Foto-list machines—249,862

*Patents:*

Completed.....	1,474
Total number of pages.....	4,628

## “H” SECTION

	1955-56	1956-57
Jobs processed.....	2,584	1,250
Pages printed.....	19,200	24,620
Copies printed.....	15,072,003	30,101,798

*Composing Section*

Linotype ems set.....	9,487,841	8,883,974
Monotype ems set.....	5,159,184	5,506,294
Monotype ems cast.....	—	5,781,968

*Letterpress Section*

## IMPRESSIONS

Size 10" x 15".....	177,075	326,701
14" x 20".....	1,851,136	1,642,479
28" x 42".....	1,169,768	1,118,476
Photostat copies.....	14,062	12,488

*Lithographic Section*

Size 17" x 22"—17½" x 24½".....	3,490,427	2,836,196
22" x 34"—25½" x 35½".....	5,766,145	4,802,236
35" x 45".....	3,728,570	3,642,189
No. of camera shots made.....	—	9,974
Plates made.....	—	2,610
No. of books processed on Plana Flexographic machine (perfect binding).....	—	36,912

*Envelope Section*

	1955-56	1956-57
Stamped envelopes printed and made.....	28,708,000	39,149,713
Cheques printed, perforated and made-up in books.....	—	293,000

S U M M A R Y

Total number of impressions by all divisions in main plant:

LETTERPRESS

Main plant.....	83,494,180
"H" Section.....	3,087,656
D.B.S.....	2,430,358

OFFSET

Main plant.....	40,095,025
"H" Section.....	11,280,621
Patent Printing.....	6,988,669

Grand Total.....	<u>147,376,509</u>
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## 2—Printing Units

### OTTAWA AREA

#### BESSERER STREET UNIT

	1955-56	1956-57
Plates received or made for printing.....	29,749	31,399
Total number of impressions.....	26,986,323	25,246,239

#### BUREAU OF STATISTICS UNIT

Plates received or made for printing.....	17,550	30,809
Impressions—Offset—Size 14" x 20".....	16,089,425	15,647,127
17" x 22".....	5,586,135	6,162,961
22" x 34".....	9,206,462	9,993,711

#### CARTIER SQUARE UNIT

Plates received or made for printing.....	211,049	246,271
Total number of impressions.....	49,045,634	45,353,073

#### MACKENZIE AVENUE UNIT <sup>(1)</sup>

Plates received or made for printing.....	2,866	11,142
Total number of impressions.....	9,622,115	30,014,271

#### PRESTON STREET UNIT

Plates received or made for printing.....	24,477	30,228
Total number of impressions.....	34,141,317	40,491,900

#### ROCKCLIFFE UNIT

Plates received or made for printing.....	(not in operation)	13,884
Total number of impressions (November to March 1957).....	"	6,830,985

#### ST-PATRICK STREET UNIT <sup>(2)</sup>

Plates received or made for printing.....	104,817	118,467
Total number of impressions.....	30,753,310	42,842,073

### OUTSIDE OF OTTAWA

#### ESQUIMALT UNIT

	1955-56	1956-57
Plates received or made for printing.....	33,235	31,300
Total number of impressions.....	7,332,785	7,997,486

#### VANCOUVER UNIT

Plates received or made for printing.....	16,451	19,958
Total number of impressions.....	5,204,895	8,221,919

#### EDMONTON UNIT

Plates received or made for printing.....	18,322	33,870
Total number of impressions.....	4,634,754	8,089,403

<sup>(1)</sup> Includes production of sub-unit at Income Tax Division.

<sup>(2)</sup> Includes production of sub-unit at Department of Public Works.

OUTSIDE OF OTTAWA—*Concluded*

WINNIPEG UNIT		
	1955-56	1956-57
Plates received or made for printing.....	6,928	27,798
Total number of impressions.....	1,882,408	8,222,705
CAMP BORDEN UNIT		
Plates received or made for printing.....	31,495	63,251
Total number of impressions.....	4,999,577	11,530,495
CLINTON UNIT		
Plates received or made for printing.....	10,477	29,065
Total number of impressions.....	1,597,722	5,927,002
COBOURG UNIT		
Plates received or made for printing.....	17,794	24,334
Total number of impressions.....	7,569,665	11,535,442
KINGSTON UNIT		
Plates received or made for printing.....	24,122	36,788
Total number of impressions.....	4,324,369	11,937,916
LONDON UNIT		
Plates received or made for printing.....	(not in operation)	6,035
Total number of impressions (February to March 1957).....	"	1,090,992
TRENTON UNIT		
Plates received or made for printing.....	(not in operation)	22,575
Total number of impressions (August to March 1957).....	"	8,322,917
TORONTO UNIT <sup>(3)</sup>		
Plates received or made for printing.....	52,600	28,495
Total number of impressions.....	11,602,907	21,161,226
MONTREAL UNIT		
Plates received or made for printing.....	22,503	33,674
Total number of impressions.....	11,055,694	15,079,546
HALIFAX UNIT <sup>(4)</sup>		
Plates received or made for printing.....	79,032	83,773
Total number of impressions.....	17,158,260	18,612,044
GRAND TOTAL		
Plates received or made for printing.....	703,467	923,116
Total number of impressions.....	320,081,009	362,741,791

<sup>(3)</sup> Includes production of sub-unit at Oakville.<sup>(4)</sup> Includes production of sub-units at Cornwallis, Shearwater and Summerside.

## Procurement, Purchasing and Stores Branch

The work of the Branch was greatly facilitated by the move to new premises in Hull, which, for the first time, brought under one roof the three main divisions and all stores under its jurisdiction. Listed separately hereunder are the reports of each division.

### GENERAL PURCHASING DIVISION

#### *Statistical record of purchases*

Office Equipment.....	\$ 1,623,120
Stationery.....	4,949,993
Paper.....	3,940,411
Plain Envelopes.....	246,272
Books and Periodicals.....	1,283
Plant Equipment.....	805,681
Plant Supplies.....	1,244,721
	<hr/>
	\$ 12,811,481

#### *Summary of Work Load*

Requisitions.....	31,706
Tenders.....	1,068
Price Inquiries.....	6,228
Purchase Orders.....	33,301
Letters and Memoranda.....	3,928
Orders on Paper Stores.....	1,063
Orders on Printing and Maintenance Stores.....	224

### *Purchases by Outside Units*

Under the authority granted to them for this purpose, Printing Units outside of Ottawa issued a total of 1,093 purchase orders of a combined value of \$120,816.00.

### *Savings*

As shown in table below, savings during the year totalled \$334,654.00.

	*Office Machines	Stationery	Paper and Envelopes	Plant Supplies	Total
	\$	\$	\$	\$	\$
1. Securing lower priced equivalents.....	4,709	24,252	1,397	1,390	31,748
2. Purchasing from lowest source (amount indicated is the difference between price paid and average of all bids or prices received from regular suppliers).....	5,056	147,303	31,639	36,086	220,084
3. Securing bulk requisitions from customer departments.....	—	—		6	6
4. Consolidating purchases when several requisitions received for the same item..	—	24,359	504	183	25,046
5. Making use of PPS facilities.....	—	—	45,662	587	46,249
6. Purchasing raw materials and manufacturing separately.....	—	included in 2	11,102	—	11,102
7. Obtaining credit notes for overcharges discovered in coverings and other invoices which come to our attention.....	—	3	—	416	419
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	\$9,765	\$195,917	\$90,304	\$38,668	\$334,654

\*Records for period April 1 to December 31, 1956, lost in fire January 2, 1957.

Savings are translated into the volume of *additional* sales required to produce them to use the yardstick common to industry when evaluating the contribution of Purchasing to net profit.



Based on an operation yielding 5% net profit (which is considered a conservative return) our savings would require \$6,693,000.00 of sales to produce an equivalent return.

Only 567 out of 35,028 manufacturing establishments in Canada grossed \$5,000,000.00 or over during 1954.\* Furthermore, 29,787 firms out of this same 35,028 grossed less than \$200,000.00 during the same period.

Lists of items regularly purchased for customer departments have been prepared and submitted to the Chief Procurement Officer. When these items are added to the Catalogue we expect a sensible reduction in Non-catalogue Requisitions, and additional savings from their purchase in bulk.

### *Product Research*

Canadian Government Specifications Board meetings attended.....	15
Specifications:—in process at end of last fiscal year.....	8
begun.....	14
completed (involved 34 drafts).....	18
in process (5 drafts to date).....	4
Tenders analysed and reported on (Associated savings \$42,224.92).....	98
Customer Department complaints investigated and adjusted.....	61
Quality control checks arranged or performed.....	58
Research projects:—	
a. which involved the use of Department of Public Works Laboratory facilities—	
begun.....	20
completed.....	15
in process.....	5
b. other	
begun.....	25
completed.....	23
in process.....	2
Plant visits (involved 12½ working days).....	16
Suggestions by Civil Servants (Suggestion Award Plan) evaluated.....	22

### OUTSIDE PRINTING DIVISION

Work contracted with commercial firms is summarized below:—

Printing requisitions received.....	5,900
Tenders.....	5,610
Purchase orders issued.....	6,300
Number of firms dealt with.....	507
Total value of orders placed.....	\$ 4,420,985

The district printing units were authorized to contract to commercial printers certain work. The units placed orders to the total value of \$183,866.43. The tenders, orders, and invoices were audited by the Outside Printing Division.

### PROCUREMENT DIVISION

The operations of the Procurement Division are summarized as follows:—

Purchase Requisitions for Stationery Processed.....	2,208
Printing Requisitions for Stationery Processed.....	274
Receipt Vouchers for Stationery Processed.....	5,296
Letters and Memoranda.....	1,540
Inquiry Calls In.....	9,616
Inquiry Calls Out.....	4,758
Stationery Stores Requisitions Received from Departments and processed.....	18,958
Number of items.....	190,831
Paper Stores Tickets Processed.....	61,154
Printing Stores Tickets Processed.....	40,964

\*Quoted from DBS Current Publication No. 169—General Review of Manufacturing Industries of Canada, 1954.

In addition to the above, 165 requisitions involving 393 items were processed at the request of the Suggestion Award Board.

During the year sub-stores of newly opened Units at London and Rockcliffe were brought under ledger inventory control.

A substantial increase in the volume of Stationery postings was occasioned by the servicing of 62 National Defence dependent schools having a total of 17,000 pupils.

## STORES DIVISION

### *Stationery Stores*

Issue voucher filled, packaged and prepared for shipment.....	40,626
Outgoing shipments to points outside Ottawa and Hull.....	19,969
Outgoing shipments delivered locally.....	6,937
Incoming shipments received.....	4,371
Receipt Vouchers raised.....	5,296
Number of pieces prepared for Outgoing shipments.....	209,944
Number of pieces in incoming shipments.....	296,113
Number of Material Inspection Reports raised.....	33
Number of exchanges or credits.....	256
Discrepancy Reports received.....	50
Number of rush requests for supplies.....	810
Number of items in stock 1955-56.....	1,217
Number of items in stock 1956-57.....	1,293
Value of Inventory at March 29/57.....	\$ 873,813.94
Number of days required for Inventory Count.....	4
Partial Production, close down for Inventory.....	7

### *Paper Stores*

1,542 Requisitions were issued to replenish the stock in these stores. They are broken down as follows:—

1,257 Requisitions for Misc. Paper totalling.....	144,875,094 sheets
203 Requisitions for Envelopes totalling.....	22,484,725 envls.
21 Requisitions for Cartons totalling.....	29,500 Ctns.
17 Requisitions for Woodboard boxes totalling.....	150,000 bxs.
40 Requisitions for Millboard and Pulboard.....	229 tons
4 Requisition for Book Paper totalling.....	400 tons
Receipt Voucher Checked and Recorded.....	2,025
Requisitions received from Units.....	3,766
Requisition Extracts.....	1,063
Stores Advice from Outside Printing.....	1,283

### *Printing Stores*

Purchase Requisitions processed for Supplies.....	1,050
Total number of Incoming shipments.....	1,124
Total number of pieces in Incoming shipments.....	4,496
Number of Outside Units serviced.....	24
Number of Inside Units serviced.....	31
Total number of Stores Requisitions filled.....	4,221
Total number of Stores Requisitions filled for Outside Units....	1,840
Total number of Requisitions filled for Main Plant.....	2,381
Total number of Receipt Vouchers raised.....	1,291
Number of Material Inspection Reports raised.....	4
Total number of outgoing shipments.....	1,128
Total number of pieces in outgoing shipments.....	3,534
Total number of items on Inventory.....	1,221
Value of Inventory at March 29, 1957.....	\$ 231,537.24
Number of Hasteners prepared.....	41

*Maintenance Stores*

Number of Purchase Requisitions raised.....	2,105
“ “ Incoming shipments.....	1,102
“ “ pieces in incoming shipments.....	829
“ “ receipt vouchers raised.....	2,738
“ “ Hasteners processed.....	200
“ “ outgoing shipments.....	647
“ “ pieces in outgoing shipments.....	1,001
Number of items in stock 1955-56.....	3,750
Number of items in stock 1956-57.....	4,339
Value of Inventory as of March 29/57.....\$	72,100.31
Total number of unit selling prices calculated.....	3,000
Total number of Tool loans.....	2,400

It will be noted that in this store all procurement and pricing is performed by stores personnel, as these duties have not as yet been taken over by the Procurement Division or the Mechanical Accounting Section.

During the year a total of forty-one (41) Stores were operated by the department. These consisted of the following:

Main Stores—Ottawa.....	6
Unit Sub-Stores, Outside Ottawa.....	13
Unit Sub-Stores, Inside Ottawa.....	7
Sub-Stores, Main Plant.....	4
T/W & O/Machine, Sub-Stores.....	11

Due to the move to the new building it was found possible to amalgamate the Nicholas St. and Offset Sub-Stores into Main Stores. While this resulted in a temporary reduction of two Sub-Stores sections, the opening of the London, Ont. and Rockcliffe Ont. units nullified this reduction.

The total value of all stores inventories at March 29/57 amounted to \$2,266,889.99.

With a minimum of overtime work, it was found possible to move all Main Stores from Ottawa to the new Hull Building without additional help. This was accomplished without interruption in service to the Production Branch and customer departments by scheduling the movement of stock. By this planned movement of stores it was possible to complete the transfer of Main Stores and be in complete operation within a ten day period.

During the year a programme a modernization was started. Although the transfer of operations was completed during the month of October, a stock location system has been completely organized and installed in the largest Main Stores (Stationery) and another in Paper Stores is fifty percent (50%) completed. It is the intention to inaugurate this system in all Main Stores during the coming year. In addition to Stock Location, Standardization of Packaging and Visual Age Identification schemes are well under way.

Further to the above a survey has been completed of all Main and Sub-Stores in accordance with T.B. 495829 Re: Deletions from Inventory of all obsolete and time expired materials for write-off. These reports are at present being presented to the Departmental Board of Survey for write-off action.

## OFFICE MACHINE REPAIR DIVISION

*Shop Operation*

Repair Calls attended to.....	40,046
Typewriter overhauls.....	3,825
Shop repairs.....	10,777 hours
Express shipments.....	825
Cost of Operating repair shops.....\$	199,578.45



The value of work if done by commercial firms, would have cost approximately \$318,674.75. The estimated saving amounted to \$119,096.30 plus an additional \$31,240.25 on parts.

Payment to Firms.....\$330,030.50

During the fiscal year, a branch office was opened at Camp Borden and mobile units were supplied to Halifax, Esquimalt and the Central Ontario.

The Office Machine Division Headquarters at 47 Clarence Street was demolished by fire and the estimated loss amounts to \$131,750.00. This covered spare parts and machines in surplus stores.

The Office Machine Division operated for the first time on an appropriation. The original amount allocated was \$510,000.00; it was reduced to \$450,000.00. The year was completed with a surplus of approximately \$49,000.00.

#### ART AND ILLUSTRATION DIVISION

During the fiscal year ending March 31, 1957, the Art and Illustration Section planned, designed and produced, 84 projects for 20 Departments of Government.

The largest assignment during this fiscal year was the planning, designing and production, of "CANADA—Vacations Unlimited" for the Canadian Government Travel Bureau. This occupied many months of time, and was very well received by the Department in question and is enjoying a wide distribution throughout the world.

## Administrative Services Branch

On March 31, 1957, the staff of the department comprised 534 clerical employees as compared with 510 last year and 1045 Prevailing Rate employees in the printing and other trades as compared with 976 last year, an increase of 24 clerical employees and 69 prevailing rate employees respectively.

Following is a statement of the departmental staff strength over the past ten years.

1948.....	785	1953.....	1,220
1949.....	786	1954.....	1,328
1950.....	991	1955.....	1,395
1951.....	1,041	1956.....	1,486
1952.....	1,132	1957.....	1,577

The staff turnover during the past year involved 229 separations and 354 appointments. A total of 49 local promotion competitions were conducted during the year which resulted in a like number of promotions and transfers within the department.

During the year, the wage rates of all printing trades classes were revised upward in accordance with rates prevailing for comparable classes in job printing firms in the City of Montreal.

The training section accounted for 27 trade trainees, of which 12 were T.T. compositors, 11 T.T. in Offset, and 4 T.T. bookbinders.

The First Aid clinical contacts were as follows:

Employees interviewed.....	2,124
Casual illnesses.....	1,608
Accidental injuries.....	516
Accidents referred to Compensation Board.....	83
Hospital and Home Visits.....	10
Number of employees referred to family physician.....	82
Number of employees referred to C.S. Health Division.....	10

## Engineering Branch

Since this is the first time the activities of the Engineering Branch have been described in the Annual Report, it is appropriate that it be prefaced by a brief summary of the ways in which it contributes to the aims of the Department.

The function of the Engineering Branch is to service the main plant and departmental printing units in the following manner:

1. maintain existing production machinery, auxiliary equipment, and extensions to service equipment;
2. revise existing plant layouts, including alterations to machinery and equipment;
3. study and investigate the purchase of new equipment;
4. prepare contract plans and specifications for new equipment installation;
5. design and fabricate auxiliary plant equipment peculiar to the needs of the printing industry;
6. maintain motor vehicles;
7. maintain liaison with the Departments of Public Works and National Defence in connection with services which are the direct responsibility of those Departments, namely—
  - (a) service equipment maintenance;
  - (b) building construction and maintenance;
  - (c) yard and ground maintenance.

### 1.—MAIN PLANT

The past year was unique in that there were three distinct phases in operation of the main plant. The first phase covered the months of April, May, June, and July, when the Main Plant operations were performed in the old building at 75 St. Patrick Street, Ottawa. The second phase covered the months of August, September, and October, when the operation known as the "main move" took place. The third phase covered the months of November and December, 1956, and January, February, and March of 1957, when the Main Plant operations were performed in the new building in Hull, Quebec.

Prior to April 1, 1956, the greater part of the work performed by this Branch had direct connection with the move to the new building in Hull. The work included the layout of the production equipment, and arrangements for the contractors and the Department of Public Works for such services as electricity, water, air and gas for the equipment; arrangements for telephones and other communications systems; liaison with the architect and contractor on equipment specifications, partitions and office furniture.

Contract plans and specifications for moving the equipment were investigated with the Department of Public Works and various moving firms. Using the lists of equipment and the layouts prepared for each division, the Department of Public Works was able to ask for tenders for the move which resulted in their accepting a bid of \$169,896.00 from Hurdman Brothers, Ottawa.

Production equipment, white paper and finished stock were removed from fourteen rented buildings in Ottawa and Hull, to the new building, thereby



vacating areas totalling approximately 84,000 square feet. Twelve of these buildings had been used as storage areas and the contents were moved by the personnel and trucking facilities of the Department. The other two areas, Victoria Island and the Canadian Building, were moved by Hurdman Brothers under contract of the Department of Public Works.

The Victoria Island printing plant was combined with the offset presses from 75 St. Patrick Street to provide an integrated lithographic division. The patents printing plant was moved from the Canadian Building in February; three Linotype machines and other equipment were added at that time, allowing facilities for increased production demands.

The first phase covers the four months immediately preceding the "main move", and, as may well be appreciated, apart from the regular duties, every spare moment was devoted to moving preparations.

During the months of August, September, and October, the Department was in the process of transferring the Main Plant operations from 75 St. Patrick Street to the new building in Hull. The objective of the Department during the "main move" was to accomplish this task without impairing production. This objective was accomplished by following a schedule for the transfer of some of the equipment in each of the various divisions of the Production Branch, thereby establishing a basic printing plant in the new building with the least delay and, at the same time, preserving a certain amount of production capacity in each of these divisions in the old building so that at no time was production shut down entirely in any one of the several operations performed. The basic plan was augmented equally in all functions as the move proceeded and all of the equipment was in operation in the new building by the latter part of October. As a result of this move procedure, the Main Plant operations were divided between two plants for the greater part of three months.

Upon reflection, the Department may be justly proud of the fine work performed by all personnel involved in the "main move", for it was completed without any reports of injury to personnel, or damage to machinery, service equipment, or buildings.

#### MACHINERY MAINTENANCE

The production equipment has been maintained in the best possible condition and improvements in existing equipment have proceeded.

Machinery maintenance work orders originate from:

1. pre-determined regular inspection programme and maintenance requirements uncovered by such inspection;
2. requests from the departmental branches regarding maintenance or repair work;
3. alterations proposed by management, production, or engineering.

At the present time the majority of the work orders originate from requests of the departmental branches. The Engineering Branch has initiated, and is presently installing, an all-inclusive preventive maintenance programme to disclose needed repairs in the early stages when the remedy is usually simple and inexpensive. The establishment of such a system will reduce the need for emergency repairs with a consequent reduction in production downtime. Fewer emergency repairs will also enable the Branch to make more effective use of maintenance personnel.

## MACHINERY ALTERATIONS

*Machine Drive Conversion*

Much of the machinery in the old building was driven from a direct current power source. As a result of the proposed move to the new building, it was necessary to convert this machinery to operate from alternating current power. The conversion work was performed at periodic intervals, to co-incide with production demands, over the past three years. At the same time, the equipment drives were also improved and modernized.

The breakdown of the conversion work is as shown below:

Area	Number of Machines			Total
	1954-55	1955-56	1956-57	
Linotype.....	12	24	2	38
Job Room.....	2	2		4
Monotype Casters.....	2	6	20	28
Stereotype.....	2	4	5	11
Letter Press.....	6	12	20	38
Book Bindery.....	5	20	30	55
Pamphlet Bindery.....	2	12	6	20
Patent Printing.....	2	10	3	15
Paper Stores.....		3		3
Ruling Room.....		2	2	4
Machine Shop.....	2	10	6	18
Totals.....	35	105	94	234

The 1956-57 work was performed in the four-month period prior to the "main move".

## NEW EQUIPMENT INSTALLATION

*Machinery Installation*

Over the years some of the machinery had become obsolete and not worth moving. Investigations were carried out to determine what replacements would be best suited to the new building to give maximum output. To this end the installation of ten new letter presses was completed and an eight-box combination gathering machine, designed for Hansard production, was installed according to specification. In addition to the above, production machinery, valued at approximately \$500,000.00, was purchased in the year 1956-57. The more important pieces of machinery included in this figure are: four Monotype casters, a 44 x 56 paper folder, a 35 x 45 offset press, a 4-post stamping press, a book smasher, and ten vari-typers.

## AUXILIARY PLANT EQUIPMENT

The move to the new building necessitated repairing and renovating existing auxiliary equipment, as well as constructing new equipment in order to utilize floor space more effectively and to harmonize with the new environment.

The more important items of equipment designed and made by the Carpentry Shop include: proof readers' desks; bindery tables; opaquing tables; shop work benches; hand trucks; plant shelving; panel truck shelving for Type-writer Repair Sections; plant notice boards; key cabinets.

## MOTOR VEHICLES

In the course of the past year a fleet of twelve motor vehicles was kept in service. The vehicles travelled a total distance of 76,731 miles at a cost of \$14,861.25 to the Department, or an overall average cost of 19.4c a mile. This cost includes gas, oil, greasing, repairs (labour and material), storage, depreciation and miscellaneous items.

## 2.—PRINTING UNITS

Equipment maintenance, changes and installations, were provided for nineteen printing units and eight sub units operating outside of the Main Plant. Seven plants and three sub plants are in the Ottawa area, and twelve plants and five sub plants are located in various centres across Canada.

The replacement value of equipment in the plants in the Ottawa area is estimated at \$750,000.00 and that of the units outside of Ottawa, at \$350,000.00.

## MACHINERY MAINTENANCE

*Small Printing Presses*

The sixty-one machines operating in the Ottawa area represent an investment of approximately \$240,000.00 and have been serviced by the Branch at a cost approximately 40% less than would be the case if this work had been performed on a service contract basis by the supplier. This saving represents a dollar value of \$4,780.00 a year.

## NEW EQUIPMENT INSTALLATION

During the year approximately \$230,000.00 worth of production machinery was purchased and installed in the Outside Printing Units. While the selection of this equipment is primarily the concern of the Outside Printing Units Branch, the Engineering Branch is consulted concerning installation, power and service requirements, specifications affecting maintenance, and recommendations on the equipment.

## PLANT LAYOUTS

Plant layouts have been made for the Printing Units at Rockcliffe (Ottawa), St. Patrick Street (Ottawa), London and Winnipeg, providing for a total area of 16,650 square feet. The individual areas are listed below:

Rockcliffe.....	3,900
St. Patrick Street.....	6,000
Winnipeg.....	5,150
London.....	1,600

These layouts have been made to assure the provision of a total area adequate for the estimated production with a proper balance between floor area and the various functions while allowing for expansion; and to provide direction for the installation of building services, location of the Office Machine Section, when required, and other auxiliary factors pertaining to a printing plant providing service for a particular area. Special features have included the adoption of an illumination standard of 50 foot-candles and a colour dynamics scheme for both the plant and the machinery. These special features were introduced to reduce employee eye fatigue and provide a pleasant colour effect which indirectly contributes to increased production.

The St. Patrick Street, Rockcliffe, and London Plants are now in operation. The Rockcliffe Plant was established on November 1, 1956; the St. Patrick Street Plant was transferred from the Canadian Building over the weekend of January 11, 1957; and the London Plant started operations in the early part of February, 1957. The opening of the new Winnipeg Plant is expected to take place in the coming fiscal year.



A layout study was also made for an ideal ten-machine plant. This study was made with a view to forecasting optimum machinery, equipment services, and floor space requirements for a ten-machine plant, and also to assure that machinery was oriented in such a manner as to provide proper work flow. It is the intention of the Branch to carry out similar studies for four, six, and eight-machine plants.

#### AUXILIARY PLANT EQUIPMENT

Auxiliary equipment required for the Rockcliffe, London and Winnipeg printing plants was designed and fabricated by our Carpentry Shop for the following costs:

Rockcliffe.....	\$1,389.03
London.....	1,534.17
Winnipeg.....	2,550.00

The St. Patrick Street Plant was a transfer from the Canadian Building and only such items of equipment were made as was found necessary to make more effective use of the available floor space.

## Publications Branch

The Publications Branch, under the direction of the Superintendent of Publications, is entirely a service agency engaged in cataloguing and distributing publications of the Federal Government. It discharges four primary functions all provided by law and Treasury Board regulations: (a) the compilation and issuance of official catalogues and price lists; (b) the sale of Government publications; (c) the distribution of official publications to depository libraries and to persons and institutions entitled to receive them free of charge; and (d) mailing service for other agencies of the Government including the maintenance of mailing lists.

The Department has negotiated and signed agreements with the Department of Mines and Technical Surveys, the Dominion Bureau of Statistics and the Patent and Copyright Office in accordance with the recommendations and terms contained in the regulations governing the sale and distribution of government publications.

These agreements are greatly responsible for a more efficient routing and processing of orders and we expect that all related problems should be solved by the termination of the fiscal year 1957-58.

With certain exceptions, the practice of "charge account" sales was discontinued when early in the year, customers were informed that prepayment was required on all purchases. One form of advance payment is through the establishment of a deposit account with the Department whereby the client entrusts a minimum of \$10.00 to cover the cost of publications he expects to purchase. Nearly 2,500 customers maintained or opened such an account and they have found it a convenient means of ordering, for it has enabled them to buy frequently while at the same time eliminating the necessity of forwarding related remittances. With each purchase, they are also supplied with up-to-date information on the status of the account they hold.

### SALE OF GOVERNMENT PUBLICATIONS

Sales of Government publications and periodicals reached new peaks during the fiscal year 1956-57. Total sales of publications and advertising in the Canada Gazette amounted to \$679,396.53 deposited in the Consolidated Fund as miscellaneous receipts, a 22% increase of \$119,089.80 over 1955-56. Not included is an amount of \$29,174.19 representing revenues received from the sale of publications by the Department of Mines and Technical Surveys and not deposited in the Queen's Printer's account.

The following figures relating to the sale or free distribution of Government publications and advertising in the Canada Gazette, Part I, show appropriations voted, expenditures and cash receipts, plus a comparison of revenues for fiscal years 1955-56 and 1956-57.

#### CASH RECEIPTS, FISCAL YEAR 1956-57

1—REVISED STATUTES OF CANADA.....	5,085.00	
2—ANNUAL STATUTES (Vote 342).....	25,620.00	
3—CANADA GAZETTE (Vote 341)		
Subscriptions (Departments).....	3,809.75	
"          (Public).....	13,452.37	
Single Copies (Departments).....	447.00	
"          (Public).....	887.00	
Advertising.....	71,813.44	
	<hr/>	
	90,409.56	90,409.56

CASH RECEIPTS, FISCAL YEAR 1956-57—*Concluded*

4—General Publications (Vote 340)		
Subscriptions (Departments).....	4,012.50	
“ (Public).....	71,599.27	
Publications (Departments).....	93,328.83	
“ (Public).....	389,341.37	
	<u>\$558,281.97</u>	
Total Cash Receipts, 1956-57.....		<u>558,281.97</u> <u>679,396.53</u>

## REVENUES AND EXPENDITURES 1956-57

	Appropriation	Expenditures	Revenues
Vote 342 Annual Statutes.....	\$35,000.00	29,829.76	25,620.00
Vote 341 Canada Gazette.....	110,000.00	109,691.25	90,409.56
Vote 340(9c) Publications.....	450,000.00	407,258.01	558,281.97
Vote 340(9b) Free Publications.....	35,000.00	27,149.09	free
Revised Statutes.....	—	—	5,085.00

## COMPARISON OF REVENUES 1955-56 WITH 1956-57

	1955-56	1956-57
CANADA GAZETTE.....	79,522.65	90,409.56
REVISED STATUTES.....	11,520.00	5,085.00
ANNUAL STATUTES.....	26,915.00	25,620.00
PUBLICATIONS		
To Parliament and Departments.....	89,891.59	97,341.33
To Public.....	352,455.49	460,940.64
	<u>\$560,304.73</u>	<u>\$679,396.53</u>

Against expenditures of \$407,258.01 for the printing and binding of official publications for sale (including Mines and Technical Surveys publications) the sales revenue for fiscal year 1956-57 amounted to \$587,456.16, the cash receipts exceeding the printing costs by \$180,199.15. The above expenditures include the cost of printing the Daily Checklist and the Monthly, Annual and sectional Catalogues.

Sales of miscellaneous publications to the general public amounted to \$460,940.64 in comparison with \$352,455.49 in 1955-56, a 31% increase of \$108,485.15.

The receipts from subscriptions to Government periodicals from the general public increased by 29% from \$55,696.08 in 1955-56 to \$71,599.27 in 1956-57.

The receipts from paid notices inserted in the Canada Gazette, Part I, increased from \$60,865.91 in 1955-56 to \$71,813.44 in 1956-57.

During the year, a new method of printing extracts from the Canada Gazette Part II was inaugurated and has resulted in a speedier delivery to departments as well as in a savings in printing costs of over \$14,000.00.

The number of orders received with remittance totalled 117,931 as compared to 97,952 in 1955-56, an increase of nearly 20%.

Invoices and deposit account orders processed increased in volume by 25% from 60,210 in the previous year as compared to 75,139 in 1956-57 while departmental requisitions received and handled showed an increase of 66 from 3,843 in 1955-56 to 3,909.

*Official Catalogues and Publicity*

The Catalogue and Publicity Division continued its efforts in the systematic cataloguing and classifying of all official publications of Parliament and the several federal government departments. This also allows the prompt and accurate answer of requests concerning availability, prices and distribution policy applicable to official publications along with the rapid processing of orders received.

Daily Checklists, Monthly and Annual Catalogues of Government Publications were compiled and published regularly in bilingual editions. At the request of the Department of Northern Affairs and National Resources, the Division compiled and published a sectional catalogue listing all that Department's publications and the conditions of their availability. By the end of the year, nearly two-thirds of all official publications had been classified.

The Division's Reference section received and answered by form letter or direct reply, nearly 15,000 letters of inquiry.

Publications of topical or general interest offered for sale by the Department were advertised in 15 Selected Titles Bulletins and 36 separate direct mail order promotions issued in bilingual form or according to the language of the publications on sale. The 30% increase in revenues derived from this active programme attests to the popularity of government publications and is reflected in the increased volume of orders received and processed by the Branch.

*Free Distribution of Publications (Excepting Statutes of Canada and Statutory Orders and Regulations)*

In accordance with regulations controlling the distribution of government publications, 43 copies of each English and 13 copies of each French publication issued in the year were sent to 38 English and 8 French full-depository libraries. This free distribution includes 5 and 2 copies in both languages sent to the Library of Parliament and the National Library of Canada, respectively.

A copy of each Daily Checklist was sent to 1,216 selective depositories and authorized officials including Members of both Houses of Parliament who, by regulation, are entitled on request, to receive one copy of current publications. The average free distribution was 110 copies of each publication.

*Free Distribution of Statutes of Canada, 1956, and Statutory Orders and Regulations, 1956-57*

Free distribution of the Revised and Annual Statutes of Canada is regulated by the Publications of Statutes Act, Ch. 230, R.S.C. 1952.

Regulations governing the free distribution to authorized categories are contained in Order in Council P.C. 1953-609, dated April 27, 1953, as amended by P.C. 1953-1661, dated October 28, 1953, which also provides that the recipients may automatically receive a similar number of semi-monthly editions of Canada Gazette, Part II, printed in the same language.

Distribution is made on written request only. In the case of provincial judiciary or officials, service is furnished on application by the Attorney General or Provincial Secretary; copies are sent to Federal departments' officials when personally recommended by the Deputy Minister of the Department concerned.



The authorized free distribution of Annual Statutes for 1956 was made as follows:

	English	French
Office of the Governor General of Canada (bound in half-calf).....	1	1
Office of the Speaker of the House of Commons.....	1	—
Office of the Speaker of the Senate.....	1	1
Office of each member of the Government of Canada....	24	4
Office of the Leader of the Opposition.....	1	1
Members of the House of Commons and Members of the Senate.....	285	165
Members of Provincial Governments and elected members of the Yukon and Northwest Territorial Councils...	108	20
Officials of Provincial Governments and of the Yukon and Northwest Territorial Councils.....	590	235
Members of the Judiciary of Canada.....	809	196
Officials of the Senate, of the House of Commons and of the various departments of the Government of Canada	298	50
Library of Parliament and the National Library.....	11	7
Provincial legislative, university, law faculty college and public libraries in Canada.....	139	46
Canadian Embassies and Consular posts, Canadian Trade Commissioners and United Nations.....	72	13
Members of and officers of the governments of countries other than Canada, universities and other institutions therein, if in the opinion of the Queen's Printer it is in the public interest.....	36	6
	<u>2,376</u>	<u>755</u>

At the end of the year 1,431 English and 532 French subscriptions to Canada Gazette Part II were being sent free of charge to those officials listed above entitled to and who had requested such complimentary service.

#### *Addressing and Mailing Service*

Because the Branch acquired modern addressing and high-speed mailing equipment, a number of departments have accepted our offer to perform plate embossing, addressing and despatching operations on their behalf while also servicing their mailing lists when and as required by them. By use of modern techniques, the Branch has addressed, sorted and mailed 85,000 monthly copies of periodicals in 2 days as compared to a two-week operation when performed by the department concerned. This is a typical example of the benefits of centralized mailing as a service to government departments.

A total of 56,900 envelopes were addressed for departments whose mailing lists are with the Branch while 2,700 plates were embossed for continuing use.

The Publications Branch, wherever feasible, has increased the number of periodicals being despatched as "self-mailers" without envelopes, thus greatly decreasing manual envelope insertions and economizing on the purchase and use of envelopes. The number of copies of periodicals addressed for mailing to individuals during the year totalled 3,459,457 and were contained in sorted bundles and 654,075 envelopes.

At the end of the year 455 lists serving nearly 300,000 individuals were being maintained up-to-date in the Branch proper while in outside units, the Branch was responsible for 75 lists used in regular mailings to 53,500 addressees.

*Shipping*

A total of 281,022 pieces containing varying amounts of publications were prepared in the stores and shipping sections for despatch.

The break-down with manner of shipment follows:

Railway and Trucking Freight.....	271	pieces (large)
Express.....	2,823	" (mostly cartons)
Air Freight and Express.....	17	" (parcels)
Local delivery.....	3,807	" (over-size bundles)
Parliamentary Papers (mail).....	143,662	" (bundles, parcels and envelopes)
Miscellaneous Publications (mail).....	119,799	" (bundles, parcels and envelopes)
Depository service (mail).....	10,660	" (bundles & parcels)

Along with local delivery slips and consolidated way-bills for out of town shipments, 118 sets of Customs declarations were prepared for consignments to destinations in other countries.

*Publications Stores*

A great amount of work was involved in moving stock from the old quarters and several warehouses into the new Printing Bureau. Concurrent with the move was the task of shelving the publications in pre-determined general stores areas according to the adopted classification system. Progressively, the Branch has absorbed stocks from five other departments and this transfer is a continuing one.

Speedier fulfillment of orders has been made possible by the creation of special bays to handle orders received from the general distribution of Selected Titles promotion leaflets and other means of sales soliciting. Special bays and shelving were also a means for expedient and centralized processing of orders received through the medium of the Daily Checklist of Government Publications.

*Departmental Post Office*

This unit was primarily set up for the mailing of publications distributed by the Branch and at the same time assists the Post Office Department who are freed from the task of primary sorting of mailed matter. Consequently most of the filled bags (averaging 50 lbs. weight) are loaded directly on to mail trains instead of routing them through the Ottawa Post Office proper.

As a service to other branches in this Department, the unit also processes their outgoing mail which this year totalled nearly 18,000 pieces requiring special handling.

The unit handled 735,729 house-holder promotion leaflets sent as pre-counted parcels; 125,724 pieces requiring postage; 1,965,750 promotion circulars and 655,000 envelopes containing material mailed frank-free along with 1,184,000 sorted bundles of periodicals and 274,121 miscellaneous parcels.

This increasing volume of mail is reflected in the mounting number of mail bags despatched to the Post Office Department as shown by the following comparative statement of output in the last five years: 1952-53 (29,592); 1953-54 (27,252); 1954-55 (26,255); 1955-56 (30,167) and 1956-57 (36,994). It shows that 6,827 more bags of mail were sent this year than in 1955-56.

## Financial Services Branch

In presenting the financial report for this Department, it should be noted that despite the increase in the volume of business, that only minor staff changes were required. Systems and procedures have been revised to simplify paper work, and to reduce costs. The method of time recording has been improved and changed from manual to audio. This change will save approximately \$15,000 a year. To speed up production, inventory and other daily reports a high speed computer was added to the tabulating division. Further details are as follows.

Of the \$4,000,000 in the Queen's Printer's Advance Account as at March 31, 1957, there was a credit balance with the Receiver General of Canada of \$1,085,678 as compared with a credit balance of \$1,512,839 as at March 31, 1956. This decrease of \$427,161 is attributed to various reasons, of which one is the result of an increase in the amount of stock carried on hand due to expansion in the printing operations. Furthermore, a rise in the price of raw material has contributed its fair share of the increase value of inventories. Finally, the excess of expenditures over revenues is also responsible for a reduction in the liquid position as compared with previous year's.

Normally, during the year the amount on credit with the Receiver General of Canada is seldom more than sufficient to cover our monthly payroll and accounts payable. At the end of the year all accounts receivable representing amounts owed to the Department by Parliament and Government Departments are liquidated and in addition, inventories of printing material and work-in-process are reduced to the minimum. This results, therefore, in a considerable increase in the credit with the Receiver General as at that date.

Printing sales for the fiscal year ended March 31, 1957, were \$12,854,760 as compared to \$12,228,453 for the previous year, or a net increase of \$626,307. The total operations show an excess of \$135,973 in expenditures over revenues, which could be divided into two distinctive categories, that is, printing and stationery.

In the printing operations, the excess of expenditures over revenues amounts to \$196,691 which in turn represents the difference between actual and standard rates. Of this amount \$165,000 is due to revision of wage rates for tradesmen. This represents a 5% increase as compared to the fiscal year ending March 31, 1956. Manufacturing expenses as well as other operating expenses have followed an upward trend due to higher cost in the purchase of consumable materials and payment of services. These higher costs were, however, offset by reduction in other overhead items. In addition, the Department had to absorb in its revenue \$32,000 for incidental charges as loss time by employees, setting up of machines etc., incurred on account of the move to new premises in Hull.

The excess of expenditures over revenues for the Printing Branch represents 2.8% of inside printing sales. Considering the fact the plant was moved during this period, this small percentage of excess to sales reflects the effectiveness of our operations.

Due to the extent of increase in expenses resulting partly from the move, and rising cost for labour and raw material, it was necessary to revise the printing rates structure as of November 1, 1957. Since the last revision in the rates was dated November 1, 1954, it was only through better efficiency and development of more economical methods made possible by the acquisition of modern equipment, that this Department could meet continuous rising cost in production.

An excess of revenues over expenditures in the amount of \$60,718 is reflected in the Stationery Branch as compared to \$91,184 for the fiscal year ended March 31, 1956. As stationery items are billed to other Departments at average cost, this difference arises between the cost of bulk purchases and the unit selling price.

The complete details of the financial operations of the Department for the fiscal year ended March 31, 1957, are shown in the following schedules:

1. Statement of Queen's Printer's Advance Account;
2. Statement of Revenues and Expenditures;
3. Details of Inventories;
4. Amounts charged against Parliament and the Departments for Printing, Lithographing, Binding, etc., for the Fiscal Year;
5. Amounts charged against Parliament and the Departments for Printing, Lithographing, Binding, etc., for the last five Fiscal Years;
6. Amounts charged against Parliament and the Departments for Stationery for the last five Fiscal Years;
7. Value of Office Machine Repairs to Parliament and the Departments for the Fiscal Year;
8. Details of Expenditures by Votes;
9. Details of Ordinary Revenue;
10. Comparative Statement of Revenue and Expenditure on Account of Canada Gazette
11. Graph depicting Comparative Printing Sales.
12. List of Suppliers Receiving over \$500 for Non-Catalogue Items Purchased by the Department.





## Schedule 2

### Statement of Revenues and Expenditures for the Year Ended March 31, 1957

	Printing Branch	Stationery Branch	Total
<b>REVENUES</b>			
Inside Printing.....	\$ 6,938,288	\$ 2,332,430	\$ 9,260,718
Outside Printing (Commercial Contracts).....	5,926,472	2,332,430	5,926,472
	<u>\$ 12,854,760</u>		<u>\$ 15,187,190</u>
<b>EXPENDITURES</b>			
Direct Materials			
Inventory April 1, 1956.....	1,157,866	1,094,831	2,252,697
Purchases.....	2,709,882	2,171,726	4,881,608
Accounts Payable.....	3,458	3,059	6,517
Total.....	<u>3,871,206</u>	<u>3,269,616</u>	<u>7,140,822</u>
Less: Inventory March 31, 1957.....	1,324,868	997,904	2,322,772
	<u>1,324,868</u>	<u>997,904</u>	<u>2,322,772</u>
Direct Labour (Prevailing Rate Wages including accrued).....	3,710,174		3,710,174
Manufacturing Expenses			
Indirect Labour (Classified employees).....	810,850		810,850
Freight, Express and Cartage.....	51,737		51,737
Caretaking.....	18,342		18,342
Unemployment Insurance.....	11,692		11,692
Sundry Materials.....	75,214		75,214
Total Expenses.....	<u>7,294,347</u>	<u>2,271,712</u>	<u>9,496,059</u>
Work-in-Process			
Work-in-Process Inventory April 1, 1956.....	163,444		163,444
Less: Work-in-Process Inventory March 31, 1957.....	361,414		361,414
Total Factory Cost.....	<u>7,026,377</u>	<u>2,271,712</u>	<u>9,298,089</u>
Outside Work.....	5,753,429		5,753,429
Paper and Art Work supplied on Outside Work.....	173,043		173,043
Cost of Goods Sold.....	<u>12,952,849</u>	<u>2,271,712</u>	<u>15,224,561</u>
	<u>—</u>	<u>60,718</u>	<u>—</u>
			37,371

GROSS EXCESS					
Other Operating Expenditures					
Professional and Special Services.....	44,357	.....	.....	.....	.....
Travelling Expenses.....	8,821	.....	.....	.....	.....
Postage.....	1,196	.....	.....	.....	.....
Telephones and Telegrams.....	3,377	.....	.....	.....	.....
Sundry Office Expenses.....	40,851	.....	.....	.....	.....
	<u>98,602</u>				
	44,357	.....	.....	.....	.....
	8,821	.....	.....	.....	.....
	1,196	.....	.....	.....	.....
	3,377	.....	.....	.....	.....
	<u>40,851</u>				
	98,602	.....	.....	.....	.....
	<u>196,691</u>				
NET EXCESS.....	.....	.....	.....	.....	.....
	.....	.....	.....	.....	.....
	<u>60,718</u>				
	.....	.....	.....	.....	.....
	<u>135,973</u>				

## Schedule 3

## Details of Inventories as at March 31, 1957

*Printing*

## Material in Main and Sub-Stores

Work-in-Process.....	\$ 361,414	
Paper Stores.....	610,650	
Printing Materials Sub-Stores.....	392,634	
Outside Printing Units Sub-Stores.....	215,587	
Maintenance Stores.....	72,100	
Stores Condemnation Account.....	10,589	
Material Returns.....	445	
Machine Rental.....	8,668	
Paper Consignment.....	12,776	
Drums and Containers.....	395	
Postage and Meter.....	1,134	
	<hr/>	\$1,686,282
Stationery.....		906,388
Typewriter and Office Machine.....		91,516
		<hr/>
		<u>\$2,684,186</u>



## Schedule 4

Amounts Charged Against Parliament and the Departments for Printing, Lithographing, Binding, etc., for the Fiscal Year Ended March 31, 1957

Department	Outside Printing	Inside Printing	Total
	\$	\$	\$
Agriculture.....	221,502	204,343	425,845
Archives—Public.....	7,751	25,263	33,014
Auditor General's Office.....	35	1,566	1,601
Chief Electoral Officer.....	21,331	706	22,037
Citizenship and Immigration.....	163,093	84,347	247,440
Civil Service Commission.....	13,485	41,541	55,026
Defence Production.....	24,326	15,339	39,665
Exchequer Court.....	550	1,872	2,422
External Affairs.....	136,077	50,135	186,212
Finance.....	535,511	149,422	684,933
Fisheries.....	44,866	32,767	77,633
Governor General's Office.....	867	1,489	2,356
House of Commons.....	45,089	601,608	646,697
Insurance.....	167	84,250	84,417
International Joint Commission.....		543	543
Justice.....	5,617	15,361	20,978
Labour.....	704,362	220,581	924,943
Library of Parliament.....	87	3,095	3,182
Mines and Technical Surveys.....	69,671	93,850	163,521
National Defence.....	1,458,572	2,054,770	3,513,342
National Film Board.....	25,932	12,062	37,994
National Gallery of Canada.....	1,119	1,159	2,278
National Harbours Board.....	184	4,725	4,909
National Health and Welfare.....	288,139	60,017	348,156
National Research Council.....	11,014	104,126	115,140
National Revenue.....	548,744	247,320	796,064
Northern Affairs and National Resources.....	280,362	80,393	360,755
Penitentiaries.....	2,742	5,860	8,602
Post Office.....	351,559	421,627	773,186
Privy Council.....	2,036	5,904	7,940
Public Printing and Stationery.....	204,299	689,088	893,387
Public Works.....	26,929	29,819	56,748
Royal Canadian Mounted Police.....	109,793	33,785	143,578
Secretary of State.....	2,432	760,793	763,225
Senate of Canada.....	66,257	106,223	172,480
Supreme Court of Canada.....		1,041	1,041
Trade and Commerce.....	76,227	476,298	552,525
Transport.....	163,288	98,305	261,593
Transport Commissioners.....	545	10,618	11,163
Veteran's Affairs.....	119,282	53,539	172,821
Miscellaneous:			
Atomic Energy Control Board.....		456	456
Bank of Canada.....	68,513	1,578	70,091
British Ministry of Pensions.....		807	807
Canadian Arsenal Ltd.....		62	62
Canadian Commercial Corporation.....		87	87
Canadian Maritime Commission.....		1,141	1,141
Eldorado Mining.....		23	23
Northern Canada Power Commission.....		6	6
St. Lawrence Seaway Authority.....	124,117	38,567	162,684
United Kingdom Liaison Staff—Air.....		11	11
	5,926,472	6,928,288	12,854,760

## Schedule 5

Amounts Charged Against Parliament and the Departments for Printing, Lithographing, Binding, etc., for the Last Five Fiscal Years

Department	1952-53	1953-54	1954-55	1955-56	1956-57
	\$	\$	\$	\$	\$
Agriculture.....	453,992	398,429	397,540	417,856	425,845
Archives—Public.....	12,540	18,876	25,162	24,428	33,014
Auditor General's Office.....	1,181	3,280	1,776	1,804	1,601
Canadian Broadcasting Corporation.....	237	511	526		
Chief Electoral Officer.....	117,982	19,398	30,447	186,955	22,037
Citizenship and Immigration.....	271,874	117,787	227,699	190,815	247,440
Civil Service Commission.....	43,415	37,247	41,173	47,542	55,026
Defence Production.....	42,041	23,052	30,338	39,761	39,665
Exchequer Court.....	772	2,609	1,370	1,404	2,422
External Affairs.....	158,598	173,108	192,780	182,243	186,212
Finance.....	639,311	617,865	575,614	565,424	684,933
Fisheries.....	56,325	56,975	43,580	59,231	77,633
Governor General's Office.....	10,552	6,058	4,507	4,141	2,356
House of Commons.....	585,766	527,595	578,817	722,071	646,697
Insurance.....	71,975	76,603	87,447	77,582	84,417
International Joint Commission.....	143	337	99	149	543
Justice.....	214,954	91,478	35,142	32,535	20,978
Labour.....	826,034	644,882	707,419	801,302	924,943
Library of Parliament.....	5,298	6,248	6,074	7,195	3,182
Mines and Technical Surveys.....	162,219	189,465	160,577	164,811	163,521
National Defence.....	3,358,032	2,833,207	2,910,685	3,318,905	3,513,342
National Film Board.....	41,787	46,714	39,575	36,269	37,994
National Gallery of Canada.....	2,632	1,110	1,219	2,523	2,278
National Harbours Board.....	9,263	7,237	14,079	14,998	4,909
National Health and Welfare.....	364,864	337,583	323,627	345,194	348,156
National Research Council.....	57,612	61,705	100,426	97,004	115,140
National Revenue.....	751,075	844,407	821,357	830,221	796,064
Northern Affairs and National Resources.....	207,692	326,970	298,834	280,178	360,755
Penitentiaries.....	13,034	7,666	9,465	9,430	8,602
Post Office.....	727,291	730,991	869,394	763,534	773,186
Privy Council.....	23,221	5,809	4,467	55,949	7,940
Public Printing and Stationery.....	630,257	739,858	840,755	834,033	893,387
Public Works.....	42,675	53,179	52,953	69,081	56,748
Royal Canadian Mounted Police.....	131,021	144,351	158,210	136,292	143,578
Secretary of State.....	432,612	459,876	482,720	556,912	763,225
Senate of Canada.....	26,955	20,130	26,309	36,768	172,480
Supreme Court.....	35,831	29,553	32,649	34,915	1,041
Trade and Commerce.....	638,715	706,636	616,191	559,382	552,525
Transport.....	280,298	255,478	358,998	363,397	261,593
Transport Commissioners.....	8,722	9,267	12,945	12,334	11,163
Veterans Affairs.....	154,511	152,170	184,273	194,364	172,821
Miscellaneous:					
Atomic Energy Control Board.....	577	466	96	420	456
Atomic Energy of Canada Limited.....	1		370		
Bank of Canada.....	92,430	113,985	94,428	76,508	70,091
British Ministry of Pensions.....	1,000	1,537	1,346	16	807
Canadian Arsenals Limited.....		95			62
Canadian Maritime Commission.....	690	879	790	1,286	1,141
Central Mortgage and Housing Corporation.....		930			
Canadian Commercial Corporation.....			309	322	87
Canadian Overseas Telecommunication Corporation.....		12			
Canadian Standard Association.....			1,031		
Crown Assets Disposal Corporation.....		4			
Defence Construction (1951) Ltd.....				44	
Eldorado Mining and Refining Limited.....		10	99	118	23
Export Credits Corporation.....			121	16	
Export Credits Insurance Corporation.....			8		
Foreign Exchange Control Board.....	5,103				
Northern Canada Power Commission.....					6
St. Lawrence Seaway Authority.....			20,816	70,761	162,684
Trans-Canada Highway.....			488		
United Kingdom Air Liaison Mission.....	70				
United Kingdom Service Liaison Staff—Air.....		153	97	30	11
Adjustment.....			Cr. 235		
	11,713,180	10,963,781	11,426,982	12,228,453	12,854,760

## Schedule 6

Amounts Charged Against Parliament and the Departments  
for Stationery for the Last Five Fiscal Years

Department	1952-53	1953-54	1954-55	1955-56	1956-57
	\$	\$	\$	\$	\$
Agriculture.....	357,922	348,839	315,728	131,670	114,032
Archives—Public.....	16,130	10,236	8,944	2,559	2,594
Auditor General's Office.....	2,088	1,734	1,622	778	742
Canadian Broadcasting Corporation.....	21	4	19	11	.....
Chief Electoral Officer.....	4,912	1,531	1,033	272	772
Citizenship and Immigration.....	445,828	486,424	485,716	168,773	198,840
Civil Service Commission.....	55,010	55,857	61,512	37,776	18,310
Defence Production.....	171,339	93,379	84,545	47,519	31,541
Exchequer Court.....	1,841	3,263	801	451	234
External Affairs.....	120,939	132,983	137,751	48,320	39,402
Finance.....	459,793	376,133	287,600	74,703	57,451
Fisheries.....	47,075	57,169	37,435	24,570	22,881
Governor General's Office.....	3,154	1,976	1,258	683	503
House of Commons.....	47,113	40,466	31,891	16,011	12,298
Insurance.....	5,821	8,774	7,599	1,228	879
International Joint Commission.....	924	2,133	1,390	539	339
Justice.....	24,043	31,992	27,876	10,419	5,618
Labour.....	254,363	284,921	253,845	108,690	68,276
Library of Parliament.....	3,170	4,964	4,301	712	541
Mines and Technical Surveys.....	263,971	162,409	147,780	33,602	28,489
National Defence.....	4,739,984	4,297,293	4,514,059	1,724,435	906,664
National Film Board.....	35,612	35,448	32,706	12,155	14,153
National Gallery of Canada.....	1,094	1,222	1,490	548	51
National Harbours Board.....	270	545	639	469	449
National Health and Welfare.....	179,714	212,641	181,852	71,924	54,630
National Research Council.....	7,756	7,279	5,110	1,552	1,587
National Revenue.....	625,738	587,534	580,958	228,713	145,736
Northern Affairs and National Resources.....	108,268	109,407	100,116	56,426	62,752
Penitentiaries.....	63,579	55,188	54,793	25,910	23,629
Post Office.....	420,740	469,850	449,993	131,396	87,962
Privy Council.....	8,594	7,593	6,812	3,947	2,553
Public Printing and Stationery.....	24,142	28,625	29,367	38,551	29,432
Public Works.....	69,007	88,910	87,486	49,072	44,162
Royal Canadian Mounted Police.....	245,365	245,298	178,780	101,472	65,073
Secretary of State.....	27,134	33,475	34,324	15,841	6,370
Senate of Canada.....	5,827	7,524	4,962	1,515	2,817
Supreme Court.....	3,750	2,603	1,868	914	838
Trade and Commerce.....	219,731	183,113	160,929	71,751	51,085
Transport.....	534,771	424,368	318,437	120,151	97,766
Transport Commissioners.....	11,881	12,654	28,257	2,724	3,444
Veterans Affairs.....	175,948	187,281	196,695	138,709	113,086
Miscellaneous:					
Atomic Energy Control Board.....	788	1,256	738	157	159
Atomic Energy of Canada Limited.....	20	169	131	.....	.....
Bank of Canada.....	2,265	1,621	5,827	4,303	2,606
British Ministry of Pensions.....	15	24	25	16	13
Canadian Arsenals Limited.....	4	165	935	120	85
Canadian Maritime Commission.....	1,959	1,578	801	371	258
Central Mortgage and Housing Corporation.....	3	.....	3	10	24
Canadian Commercial Corporation.....	.....	.....	.....	3	.....
Crown Assets Disposal Corporation.....	.....	1,405	2,227	2,593	2,076
Defence Construction (1951) Ltd.....	.....	.....	.....	17	24
Eastern Rockies Conservation Board.....	30	.....	.....	.....	.....
Eldorado Mining and Refining Limited.....	.....	.....	.....	.....	.....
Foreign Exchange Control Board.....	825	.....	.....	.....	.....
Northern Canada Power Commission.....	.....	.....	.....	.....	220
St. Lawrence Seaway Authority.....	.....	.....	14,117	9,324	8,634
United Kingdom Air Liaison Mission.....	343	.....	.....	.....	.....
United Kingdom Payments Office.....	28	28	15	11	18
United Kingdom Service Liaison Staff.....	.....	257	166	197	32
Air.....	.....	.....	.....	.....	.....
Adjustment.....	.....	.....	5	.....	.....
	9,701,642	9,109,541	8,893,269	3,524,583	2,332,430

The amounts charged against Parliament and the Departments for the fiscal year 1956-57 are for stationery items supplied from the Department of Public Printing and Stationery catalogue and also issue of new office equipment.

In accordance with Treasury Board Minute 478111 dated December 2, 1954, and Treasury Board Minute 481131 dated January 14, 1955, the Department of Public Printing and Stationery is required to audit all invoices for non-catalogue items of stationery and all invoices covering the purchase of office machines, after which the invoices are to be passed to the requisitioning Departments for direct payment to the suppliers.

During the year 1956-57, suppliers' invoices valued at \$5,326,928 were audited and forwarded to the requisitioning Departments for payment.

Prior to 1956-57 sales of stationery have always included sales of typewriter repairs. This year as the repairs are performed on a free basis, it is estimated that the value of this service amounts to \$587,799.

## Schedule 7

Value of Office Machine Repairs to Parliament and the Departments  
for the Fiscal Year Ended March 31/57

Department	Outside Work	Inside Work	Total
	\$	\$	\$
Agriculture.....	11,307	5,833	17,140
Archives—Public.....	183	93	276
Auditor General's Office.....	61	90	151
Air Transport Board.....	18	135	153
Board of Grain Commissioners.....	209	4	213
Canadian Farm Loan Board.....	63	159	222
Canadian Govt. Elev.—Trade and Commerce.....	15		15
Canadian Commercial Corporation.....		17	17
Canadian Corps of Commissioners.....		389	389
Canadian Maritime Commission.....	28	58	86
Chief Electoral Officer.....	4	6	10
Citizenship and Immigration.....	6,737	4,051	10,788
Citizenship and Immigration—Indian Affairs.....	918	698	1,616
Civil Service Commission.....	1,735	2,982	4,717
Comptroller of the Treasury.....	29,670	4,555	34,225
Defence Production.....	4,265	3,801	8,066
Defence Research Board.....	3,802	1,788	5,590
Dominion Bureau of Statistics.....	6,640	5,430	12,070
Dominion Coal Board.....	30	28	58
Exchequer Court of Canada.....	27	16	43
External Affairs.....	1,597	2,247	3,844
Finance.....	2,167	2,386	4,553
Fisheries.....	1,812	1,711	3,523
Governor General's Office.....	11	52	63
House of Commons.....	956	1,632	2,588
Insurance.....	299	84	383
International Joint Commission.....	73	3	76
Justice.....	907	1,597	2,504
Justice—Penitentiaries.....		1,007	1,007
Labour.....	3,488	2,274	5,762
Library of Parliament.....	15	249	264
Mines and Technical Surveys.....	2,155	1,764	3,919
National Defence.....	121,651	135,485	257,136
National Film Board.....	1,846	807	2,653
National Gallery of Canada.....		138	138
National Harbours Board.....	38	735	773
National Health and Welfare.....	7,999	4,843	12,842
National Health and Welfare—Ind. Health Serv.....	325	85	410
National Library.....	33	29	62
National Research Council.....		33	33
National Revenue—Excise.....	14,343	5,941	20,284
National Revenue—Taxation.....	29,476	8,772	38,248
Northern Affairs and Natural Resources.....	2,864		2,864
Penitentiaries.....	162		162
Post Office.....	17,631	6,432	24,063
Privy Council.....	143	220	363
Public Printing and Stationery.....	4,326	4,624	8,950
Public Works.....	3,294	2,454	5,748
Resources and Development.....		3,525	3,525
Royal Canadian Mint.....	77	27	104
Royal Canadian Mounted Police.....	6,323	7,847	14,170
Secretary of State.....	926	1,435	2,361
Secretary of State (Custodian of Enemy Prop.).....		208	208
Senate of Canada.....	173	131	304
Supreme Court of Canada.....	153	6	159
Tariff Board.....	17	13	30
Trade and Commerce—Administration.....	1,221	3,085	4,306
Transport.....	9,548	9,708	19,256
Transport Commissioners.....	1,507	202	1,709
Unemployment Insurance Commission.....	9,641	7,246	16,887
Veterans Affairs.....	10,730	12,741	23,471
Veterans Land Act.....	1,396		1,396
Miscellaneous—			
Atomic Energy Control Board.....	5	36	41
Bank of Canada.....		387	387
Crown Assets Disposal Corporation.....		366	366
St. Lawrence Seaway Authority.....	30	29	59
	325,070	262,729	587,799

No Sales are being recorded for Office Machine Repairs as this service is paid from appropriations for this purpose.



## Schedule 8

### Details of Expenditures by Votes

Vote No.		Appropriations	Expenditures	Lapsed
		\$	\$	\$
337	Departmental Administration .....	549,347		
	Salaries and Wages .....		421,483	
	Travelling Expenses .....		2,862	
	Postage .....		225	
	Telephones and Telegrams .....		425	
	Publication of Departmental Reports and other Material .....		1,592	
	Office Stationery Supplies and Equipment .....		85,212	
	Sundries .....		930	
		549,347	512,729	36,618
338	Purchasing, Stationery and Stores .....	1,190,453		
	Salaries and Wages .....		455,767	
	Professional and Special Services .....		182	
	Travelling Expenses .....		8,265	
	Freight, Express and Cartage .....		117,358	
	Postage .....		10,359	
	Telephones and Telegrams .....		3,350	
	Office Stationery Supplies and Equipment .....		26,003	
	Repairs to Office Equipment and Acquisition of Spare Parts .....		374,821	
	Materials and Supplies .....		20,502	
	Repairs and Upkeep of Equipment .....		586	
	Unemployment Insurance Contributions and other Personal Benefits .....		899	
	Sundries .....		552	
		1,190,453	1,018,644	171,809
		1,190,453	1,018,644	1 809
339	Distribution of Official Documents .....	329,638		
671	Total Salaries and Wages .....		234,742	
	Travelling Expenses .....		681	
	Freight, Express and Cartage .....		13,416	
	Postage .....		18,661	
	Telephones and Telegrams .....		557	
	Advertising .....		15,741	
	Office Stationery Supplies and Equipment .....		21,449	
	Materials and Supplies .....		16,957	
	Sundries .....		467	
		329,638	322,671	6,967
340	Printing and Binding of Official Publications for Sale and Distribution to Departments and the Public .....	485,000		
	Printing Queen's Printer's share of the cost of publications distributed free in accordance with the official list approved by the Governor in Council .....		27,149	
	Printing, etc., for Sales .....		406,258	
		485,000	434,407	50,593
341	Printing of the Canada Gazette .....	110,000		
	Printing .....		109,691	
		110,000	109,691	309
342	Printing and Binding the Annual Statutes .....	35,000		
	Printing and Binding .....		29,830	
		35,000	29,830	5,170
343	Plant Equipment and Replacements .....	746,044		
672	Acquisition or Construction of Equipment .....		626,548	
	Repairs and Upkeep .....		22,811	
		746,044	649,359	96,685
673	To provide for reimbursement of the Queen's Printer			
583	Advance Account for the value of Stores which have become obsolete, unserviceable, lost or destroyed .....	123,327	123,326	

## Schedule 9

## Details of Ordinary Revenue

*Canada Gazette:*

Subscriptions . . . . .	\$ 17,262	
Advertising and extra copies . . . . .	73,147	
	<hr/>	\$ 90,409

*Sales of Publications:*

Parliament and Departments . . . . .	\$ 77,812	
Public . . . . .	480,470	
Annual Statutes . . . . .	25,620	
Revised Statutes . . . . .	5,085	
	<hr/>	\$ 588,987

Refunds of Previous Year's Expenditures . . . . .	133	
	<hr/>	\$ 679,529
		<hr/>

## Schedule 10

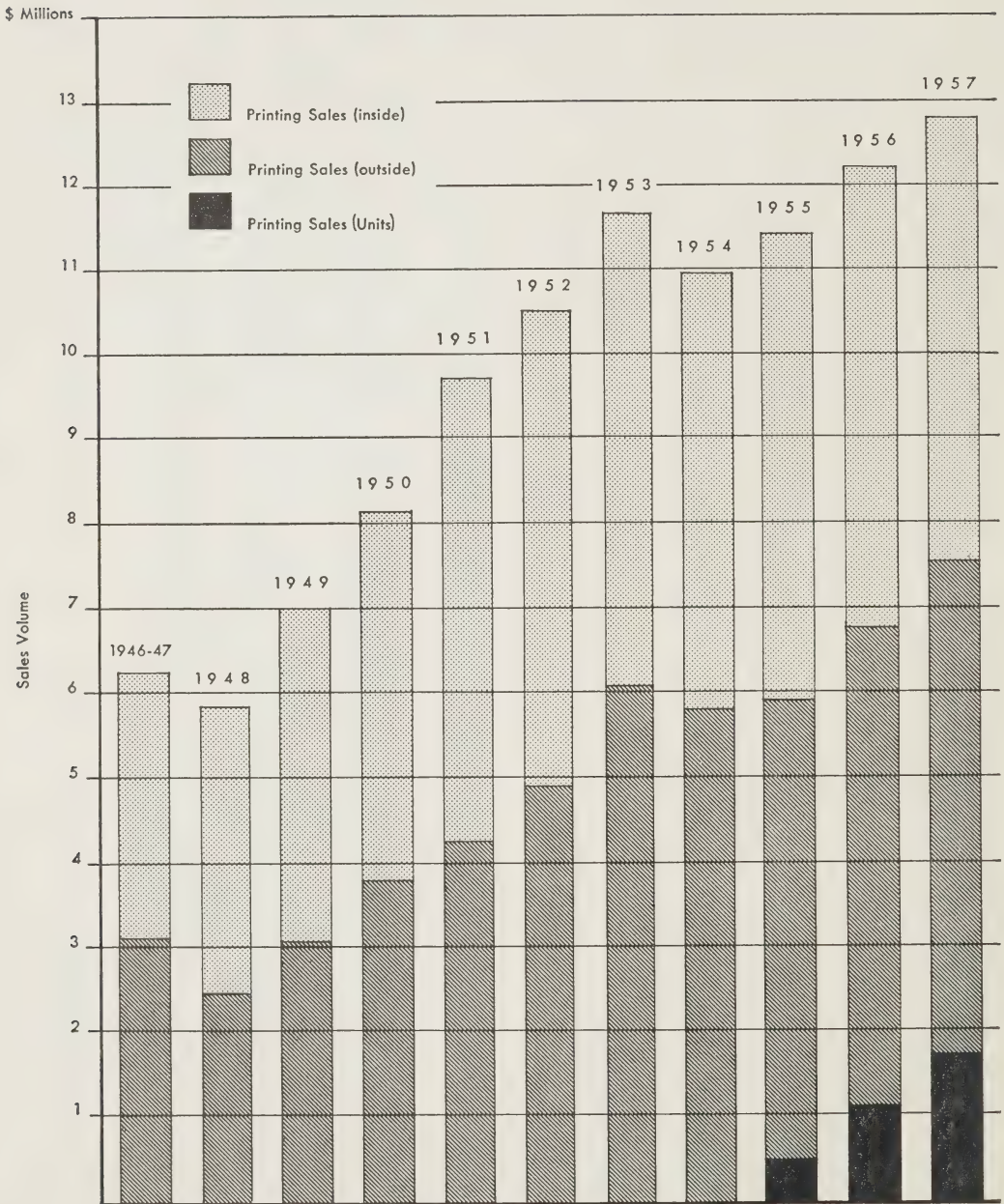
Comparative Statement of Revenue and Expenditure on Account of *Canada Gazette* From  
the Year 1910 to the Fiscal Year Ended March 31, 1957  
(For years before 1910 see prior reports)

Year	Subscriptions		Total Expend- iture	Revenue				
	Free	Paid		Subscrip- tions	Advertising and extra copies	Total	Profit	Loss
			\$	\$	\$	\$	\$	\$
1910.....	1,692	208	10,957	775	14,219	14,994	4,037	.....
1911.....	1,725	250	12,999	950	15,845	16,795	3,796	.....
1912.....	1,742	258	12,982	979	21,077	22,056	9,074	.....
1913.....	1,754	271	26,996	1,034	30,805	31,839	4,843	.....
1914.....	1,791	284	22,040	1,090	23,063	24,153	2,113	.....
1915.....	1,907	293	30,885	1,122	18,322	19,444	.....	11,441
1916.....	1,901	424	21,802	1,505	28,358	29,863	8,061	.....
1917.....	991	484	20,996	1,677	35,886	37,563	16,567	.....
1918.....	1,000	600	38,946	2,335	29,672	32,007	.....	6,939
1919.....	1,303	797	37,000	3,071	26,343	29,414	.....	7,586
1920.....	1,278	722	50,812	2,746	47,579	50,325	.....	487
1921.....	1,259	1,321	43,521	5,251	56,231	61,482	17,961	.....
1922.....	1,037	1,088	43,345	4,331	73,499	77,830	34,485	.....
1923.....	1,086	1,039	38,520	4,093	78,755	82,848	44,328	.....
1924.....	1,122	1,033	34,726	3,973	68,194	72,167	37,441	.....
1925.....	1,006	969	27,964	4,523	72,900	77,423	49,459	.....
1926.....	1,102	698	28,743	3,442	63,443	66,885	38,142	.....
1927.....	1,248	752	29,555	3,767	64,544	68,311	38,756	.....
1928.....	1,364	686	30,705	3,407	77,836	81,243	50,538	.....
1929.....	1,496	554	34,908	2,773	77,441	80,214	35,306	.....
1930.....	1,583	667	34,784	3,346	90,544	93,890	59,106	.....
1931.....	1,488	762	31,008	3,792	67,405	71,197	40,189	.....
1932.....	1,294	756	29,926	4,404	69,186	73,590	43,664	.....
1933.....	681	549	24,023	4,369	69,467	73,836	49,813	.....
1934.....	650	510	21,196	4,057	51,665	55,722	34,526	.....
1935.....	598	532	30,944	4,159	43,098	47,257	26,313	.....
1936.....	680	530	22,750	4,150	45,145	49,295	26,545	.....
1937.....	648	552	23,611	4,359	43,338	47,697	24,086	.....
1938.....	633	567	25,774	4,413	42,171	46,584	20,810	.....
1939.....	601	599	26,878	4,740	44,565	49,305	22,427	.....
1940.....	575	1,500	29,139	7,356	47,776	55,132	25,993	.....
1941.....	575	1,100	25,863	7,368	38,595	45,963	10,100	.....
1942.....	575	1,950	41,078	13,635	31,402	45,037	3,959	.....
1943.....	575	2,059	56,975	16,305	38,398	44,703	.....	12,272
1944.....	515	1,680	42,583	13,362	23,123	36,585	.....	5,998
1945.....	538	1,545	42,151	12,189	24,129	36,318	.....	5,833
1946.....	525	1,515	48,966	11,172	30,753	41,925	.....	7,041
1947.....	525	1,515	60,067	18,214	34,261	52,475	.....	7,592
1948.....	2,585	2,937	80,023	18,603	41,005	59,608	.....	20,415
1949.....	2,625	2,642	118,359	23,570	59,944	83,514	.....	34,845
1950.....	2,525	2,526	121,150	25,260	86,281	111,541	.....	9,609
1951.....	2,189	2,568	108,794	25,680	83,467	109,147	353	.....
1952.....	2,886	2,572	101,942	25,721	93,161	118,882	16,940	.....
1953.....	2,064	2,549	104,340	16,986	78,582	95,568	.....	8,772
1954.....	3,494	2,344	112,991	19,814	104,350	123,164	11,173	.....
1955.....	3,430	2,183	175,795	16,237	94,635	110,872	.....	64,923
1956.....	2,619	2,142	109,979	17,860	61,663	79,523	.....	30,456
1957.....	2,715	1,957	*109,691	17,262	73,147	90,409	.....	19,282

Does not include salaries for Editing and Translating now paid from Sales and Distribution Vote.

## Schedule 11

### Comparative Printing Sales





## Schedule 12

List of Suppliers Receiving over \$500 for Non-Catalogue Items Purchased by Dept. of Public Printing and Stationery and paid by the Requisitioning Department.\*

List of Suppliers Receiving \$10,000 or more for purchases paid for by Dept. of Public Printing and Stationery may be found in Part II (v) of the Public Accounts of Canada.

Abso Blue Print Ltd.....	\$ 1,643
ACME Carbon & Ribbon Co. Ltd.....	8,180
J. C. Adams & Co. Ltd.....	2,690
Addressograph-Multigraph Ltd.....	194,148
Advance Blue Print Ltd.....	2,092
Ahern & Soper Co. Ltd.....	697
Alliance Paper Mills Ltd.....	2,982
Allied Paper Products Ltd.....	4,619
American Society for Testing Materials.....	1,000
Rene Amessee.....	716
Anderson Box Co.....	636
Anseo of Canada Ltd.....	13,044
Apeco of Canada Ltd.....	65,110
W. D. Armstrong & Co.....	792
Atlas-Helio Co. Ltd.....	2,783
Audograph Canada Ltd.....	7,907
Ault Wiberg Co. Ltd.....	876
H. G. Barter Agency.....	20,016
A. Barshaw & Co.....	618
Bathurst Power & Paper Co. Ltd.....	3,018
Barber Ellis Ltd.....	29,438
Beauregard Press.....	3,453
W. J. Bell Paper Co. Ltd.....	1,541
Birmingham & Boulet Stencils & Carbon Ltd.....	12,146
Better Packages of Canada Ltd.....	571
Bird Films Ltd.....	974
Block & Anderson Ltd.....	70,393
M. L. Booth Ltd.....	739
Bouvier Envelopes Ltd.....	5,220
Bostitch Canada Ltd.....	3,621
Bradma of Canada Ltd.....	1,958
Brantford Cordage Co. Ltd.....	25,789
B.C. Paper Converters Ltd.....	13,604
Brown Brothers Ltd.....	14,872
Charles Bruning Co. Ltd.....	4,443
Budge Carbon & Ribbons Ltd.....	24,402
Budge Sales Ltd.....	749
Builders Sales Ltd.....	843
Buntin Gillies Ltd.....	5,825
Buntin Reid Paper Ltd.....	2,905
Burroughs Adding Machine Co.....	54,079
Business Systems Ltd.....	814
Butler Optical Co.....	13,272
Camera Ltd.....	1,422
Canada Carbon & Ribbon Co. Ltd.....	43,771
Canada Decalcomania Ltd.....	683
Canada Envelope Ltd.....	2,167
Canada Paper Co.....	5,506
Canada Printing Ink Co.....	1,885
Canada Ribbon Tape Co.....	4,391
Canada Western Cordage Co. Ltd.....	12,461
Canadian Aero Service Ltd.....	1,118
Canadian Blank Book Co. Ltd.....	5,052
Canadian Charts & Supplies Ltd.....	4,014
Canadian Fairbanks Morse Co. Ltd.....	851
Canadian Fine Colour Co. Ltd.....	2,600
Canadian Comptometer Co. Ltd.....	9,937

\* (See Footnote, Page 37)

## Schedule 12—Continued

Canadian Kodak Sales Ltd.....	33,228
Canadian Laboratories Supplies Supply Ltd.....	3,840
Canadian Linotype Ltd.....	1,119
Canadian Simplex Sales Ltd.....	1,807
Canadian Sorter Graf Co.....	920
Canadian Staples Ltd.....	\$ 1,377
Canadian Technical Tape Co. Ltd.....	4,555
Calgary Drafting & Blue Print Co. Ltd.....	857
Capital Carbon & Ribbon Co. Ltd.....	85,208
Capital Stamp & Stationery Co. Ltd.....	14,264
Hugh Carbon Ltd.....	2,325
Carters Ink Co. Ltd.....	3,742
Central Scientific Co.....	854
Charles Chapman & Co.....	4,737
Christie Chemical Co.....	1,125
Christie School Supp. Ltd.....	972
Clark & Stewart & Co.....	7,291
Columbia Paper Co.....	1,442
Commercial Central Canada Ltd.....	11,051
Commercial Letter Litho Co.....	1,230
Commercial Litho Plate Graining Co.....	5,317
La Compagnie de Papeterie Ltd.....	635
Consolidated Sales Ltd.....	6,832
Continental Paper Products Ltd.....	10,113
Copeland Chatterson Ltd.....	12,890
Corbeil Hooke Ltd.....	1,362
Ralph Coxhead Corp.....	20,037
R. L. Crain Ltd.....	21,647
Crawley Films Ltd.....	517
Cutting Ltd.....	33,912
Edahm & Sons Ltd.....	1,130
W. V. Dawson Co. Ltd.....	5,681
Dennison Manufacturing Co.....	6,617
Department of Education Edmonton.....	866
Derrett Cordage Co.....	19,845
A. B. Dick Co. Ltd.....	7,444
A. J. Dick & Co.....	2,353
Dictaphone Corp. Ltd.....	60,848
Di-Noc Chemical Arts Ltd.....	2,105
Ditto of Canada Ltd.....	16,546
Dominion Blank Book Co. Ltd.....	11,878
Dominion Envelope & Cartons Ltd.....	1,612
Dominion Loose Leaf Co. Ltd.....	6,483
Dominion Microfilms Ltd.....	28,637
Dominion Sound Equipment Co.....	555
Doon Twines Ltd.....	93,694
Duford Ltd.....	6,935
V. J. Dunne Ltd.....	2,685
Dupont Ltd.....	4,518
Eagle Pencil Co. Ltd.....	3,282
Eastern Gummed Paper Co. Ltd.....	16,634
Eastward Industries Ltd.....	22,045
Econtrol Ltd.....	11,863
E. B. Eddy Co.....	140,086
Thomas A. Edison Ltd.....	16,973
Envelope International Ltee.....	9,307
Evans & Kert Ltd.....	61,332
E. Faber Pencil Co.....	1,334
Federal Typewriter Co.....	2,564
Fisher Scientific Co. Ltd.....	1,996
J. E. Fournier Ltd.....	6,934
Gage Envelopes Co.....	8,184
W. J. Gage Co. Ltd.....	3,808
Gair Co. Ltd.....	4,076
Gaylord Products Ltd.....	1,089
General Adding Machine Co.....	2,475
Geraert Canada Ltd.....	1,798
Gestetner Ltd.....	192,939

## Schedule 12—Continued

Globe Env. Ltd.....	8,330
Granby Manufacturing Co.....	1,095
Grand & Toy Ltd.....	1,919
Granger Freres Ltd.....	3,045
Hallmark Recording Co.....	815
Haloid Co.....	\$ 2,113
Harris Seybold Ltd.....	2,677
J. M. Hill & Son Ltd.....	75,939
Hinde & Dauch Paper Ltd.....	4,821
Holden Manufacturing Co. Ltd.....	2,503
J. Hood School Supplies.....	6,320
Hudson Paper Co. Ltd.....	3,009
Hughes Owens Co. Ltd.....	182,366
Hustwith Varigraph Lettering.....	549
Hutchings & Patrick Ltd.....	8,678
Index Cards Ltd.....	18,897
Industrial Equipment Co. Ltd.....	2,642
Instruments Ltd.....	22,089
International Business Machines Ltd.....	199,736
Kerr Ellams Ltd.....	11,548
Keuffel & Esser Ltd.....	59,507
Kilgour's Ltd.....	18,229
A. Kimball Ltd.....	1,648
Kores Ltd.....	5,009
Kruger Paper Co. Ltd.....	6,226
Laffamme Freres Ltd.....	6,496
Lightstone Sales Inc.....	1,464
T. B. Little Papers Co.....	16,016
London Stamp & Stencil Co.....	678
Lowe Martin Co. Ltd.....	39,321
Luckett Loose Leaf Ltd.....	2,263
Mailboraph Co.....	1,266
Maitland Charts Ltd.....	535
Major Paper Box Co. Ltd.....	4,407
Manton Bros Ltd.....	1,576
Marchant Calculators Ltd.....	25,389
Mayer Scaling Devices Ltd.....	1,124
Microfilming Services Ltd.....	13,039
Mid City Ribbon & Carbon Co. Ltd.....	11,920
Mid West Paper Sales Ltd.....	3,821
Minnesota Mining & Mfg. Co.....	23,831
Mitchell & Houghton Co.....	2,255
Monroe Calculating Machine Co. Ltd.....	40,478
Moore Business Forms Ltd.....	1,661
T. E. Moore Ltd.....	16,804
Moyer School Supplies Ltd.....	7,604
Muirhead Instruments Ltd.....	48,051
C. H. Munn Co. Ltd.....	2,172
Mystik Tape Sales Ltd.....	2,860
Mac Adam Photo Ltd.....	2,000
MacMillan Office Appliances Ltd.....	99,934
McBee Co. Ltd.....	13,906
V. Maraskey Ltd.....	10,818
McFarlane Son & Hodgson Ltd.....	25,859
McGarvey Agencies Ltd.....	1,181
National Cash Register Co.....	117,804
National Paper Goods Ltd.....	2,794
Nesbitt Engineering Ltd.....	692
J. Neville Paper Co.....	6,949
Norcel Reproductions & Engineering Supplies Ltd.....	1,983
North American Agencies.....	2,579
Northern Drafting & Blue Print Co.....	1,624
Northern Electric Co.....	1,554
Office Appliances Ltd.....	155,952
Office Specialty Manufacturing Co.....	91,735
Ottawa Paper Box Co. Ltd.....	6,895
Ottawa Rubber Stamp & Engraving Co.....	4,992
Ottawa Typewriter Co. Ltd.....	155,412

## Schedule 12—Concluded

Paragon Revolute Corp.....	727	
Peerless Carbon & Ribbon Co.....	23,750	
Pembroke Shook Mills Ltd.....	13,712	
Pickett Sales Co.....	1,404	
J. Pierce Holdings Ltd.....	45,237	
O. H. Pierce Ltd.....	\$ 890	
Pitney Bowes Ltd.....	53,569	
Photographic Stores Ltd.....	39,860	
Photostat Corp.....	90,349	
G. M. Plastic Corp.....	7,434	
J. E. Poole Co.....	3,090	
H. H. Popham Co.....	6,255	
Powis Bros. Ltd.....	1,321	
J. C. Preston Co.....	36,544	
Pritchard Andrews Co.....	21,705	
Provincial Paper Ltd.....	29,162	
Quebec Blue Print Co.....	1,976	
Randmar Platens & Parts Ltd.....	857	
Rapid Blue Print Co.....	720	
Remington Rand Ltd.....	228,700	
L. A. Rieves Ink Co.....	2,377	
Rolland Paper Co. Ltd.....	76,571	
A. B. Roller Sales Reg'd.....	779	
Roneo Co.....	5,700	
Runge Press Ltd.....	1,016	
St. John's Ambulance.....	659	
St. Lawrence Corp. Ltd.....	6,898	
Sekofield Paper Co.....	1,252	
Scott's Screen Process Supplies Ltd.....	4,807	
Scripto of Canada Ltd.....	6,714	
W. Scolly Ltd.....	549	
Sears Ltd.....	39,470	
Seeley Systems Ltd.....	33,402	
Sherbrooke Paper Products Ltd.....	3,447	
Shipping Supplies Reg'd.....	2,077	
Howard Smith Paper Mills Ltd.....	32,085	
Snelling Paper Sales Ltd.....	10,347	
Southam Printing Co.....	3,500	
Spencer & McMullen Ltd.....	1,962	
Standard Paper Box Ltd.....	10,134	
Standard Sticker & Label Co.....	23,044	
Sterling Marking Products Ltd.....	538	
Sterling Stamp & Stencil Co. Ltd.....	3,979	
G. M. Stewart Ltd.....	969	
Stone Straw Corp.....	22,008	
Surveying & Drawing Supply Co.....	10,168	
Times Facsimile Corp.....	3,821	
Thermo-Fax.....	1,670	
Toledo Scale Co. Ltd.....	913	
Toronto Type Foundry Co. Ltd.....	4,084	
Tower Productions Ltd.....	15,850	
Underwood Ltd.....	129,389	
United Stationery Co.....	7,560	
Venus Pencil Co.....	25,594	
Victoria Paper Co.....	11,256	
VilleMarie Freres.....	1,144	
Visirecord Co. Ltd.....	18,758	
J. C. Wilson Co. Ltd.....	2,536	
Wilson & Jones Co.....	4,415	-
Wilson & Stationery Co. Ltd.....	2,243	
Wright Line of Canada Ltd.....	3,299	
	4,579,083	
353 Shipments of less than \$500.....	747,845	
Total Shipments.....	\$5,326,928	









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